



# CITY OF HOUSTON

## Job Posting

1	<i>Applications accepted from:</i>	ALL PERSONS INTERESTED
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3	<i>Job Classification</i>	COMMUNITY SERVICE INSPECTOR
4	<i>Posting Number</i>	PN #112235
5	<i>Department</i>	HOUSTON POLICE
6	<i>Division</i>	MAJOR OFFENDERS
7	<i>Section</i>	N/A
8	<i>Reporting Location</i>	2636 SOUTH LOOP WEST, #400
	<i>Workdays &amp; Hours</i>	MONDAY – FRIDAY, 7:00 A.M. – 3:00 P.M.*
		*Subject to change
9	<b><u>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</u></b> Performs criminal investigations relating to environmental violations of the Texas Water Code, Texas Health and Safety Code and 49 Code of Federal Regulations. Position requires chemical and microbiological sampling and testing knowledge and experience using EPA methodology. Coordinates sampling and analysis with the Health and Human Services Laboratory. Investigates and conducts sampling regarding air, water and land media. Prepares detailed reports of the findings of the investigations conducted. Works with other departments, the public, and department personnel to resolve pollution concerns. Coordinates with the Harris County District Attorney’s Office and United States Attorney’s Office and testifies in federal, state and municipal courts. <b>(Position requires biological and chemical background and ability to interpret laboratory analytical test results.)</b> On call 24 hours a day, 7 days a week and 365 days a year.	
10	<b><u>WORKING CONDITIONS</u></b> There are routine discomforts from exposure to moderate heat, cold, moisture/wetness and unpleasant air conditions. The position may involve routine exposure to soiled materials and light chemical substances such as cleaning solutions.	
11	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b> Requires a high school diploma or a GED certificate and up to eighteen months of specialized education or training in a specific area or trade.	
12	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b> Three years of experience related to the area of inspection to be performed is required.	
13	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b> Must have a valid Texas Class “C” driver’s license and be in compliance with the City of Houston’s policy on driving. (AP 2-2).	
14	<b><u>PREFERENCES</u></b> Preference will be given to applicants with three or more years of experience.	
15	<b><u>SELECTION/SKILLS TESTS REQUIRED</u></b> None, however the Department may administer a skills assessment evaluation.	
16	<b><u>SAFETY IMPACT POSITION</u></b> <input checked="" type="checkbox"/> Yes      No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.	
17	<b><u>SALARY INFORMATION</u></b> Factors used in determining the salary offered include the candidate’s qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:  <div>Salary Range – Pay Grade 16</div> <div>\$946.00 - \$1,336.00 Biweekly      \$24,596.00 - \$34,736.00 Annually</div>	
18	<b><u>OPENING DATE</u></b>	August 2, 2006
19	<b><u>CLOSING DATE</u></b>	Open Until Filled
20	<b><u>APPLICATION PROCEDURES</u></b> Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1 <sup>st</sup> Floor. <b>Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 308-1300. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.</b>  An equal opportunity employer	